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RURAL YOUTH HAND BOOK

TRAINERS' MANUAL

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MINISTRY OF FOOD, AGRICULTURE, COMMUNITY DEVELOPMENT
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GOVERNMENT OF INDIA
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1966

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RURAL YOUTH HAND BOOK

TRAINERS' MANUAL

FOREWORD

The greatest potential for the solution of our Food Problem lies in the right guidance and training of the Rural Youth Leaders who in turn will help the Rural Youths to develop themselves in scientific farmers and enlightened citizens of India in near future.

This Trainers' Manual has been drawn to combine the continuous thinking and the rich experience of several agencies in the field of training of Voluntary Youth Leaders.

I am grateful to Dr.Ray Fort, Extension Training Adviser(Youth) U.S.A.I.D., Mr.N.Perumal, Senior Extension Officer, Mr.Nautiyal, Junior Extension Officer and Mr. J.B.Meshram, Youth Organiser for their part in the preparation of this manual.

I am confident the trainers of the Rural Youth Leaders will find it highly useful as a regular reference book while guiding the Rural Youth Leaders and the Rural Youths themselves.

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RURAL YOUTH[1] HAND BOOK

TRAINERS MANUAL

Purpose of the manual

This manual is designed to help the trainers of Rural Youth Leaders, professional and non-professional. It combines the best of a number of documents written about the Rural Youth movement in India. This manual attempts to answer the questions:

1. What is the project centered rural youth club?
2. How does the project centered rural youth club function?
3. What are the essentials of a successful club?
4. What is a project?
5. What do club members do?

[1]Youth in this manual includes both boys and girls

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PART I - PURPOSE AND AIMS OF RURAL YOUTH CLUBS

Purpose of the Rural Youth Club: The purpose of the Rural Youth Club is to help develop youth, through projects, into better cultivators and cultivators into better people. Economic projects help to build the attitudes, values and habits needed to produce intelligent, well-informed, useful citizens for the villages, for the State, for India and for the world. A guiding principle is to "learn by doing" and "to earn while learning".

Youth are the future of the country. Any development of the country will naturally affect the youth. The nation is trying to raise the level of living through her planned programme of activities. Youth as a section of the country have their share of the nations plans and programmes.

The need of today is rural progress which will affect about 80 per cent of the nation's population. The main occupation of the rural people through which progress must be achieved is agriculture. Agriculture is important not only for the development of rural areas but to provide needed raw-materials to other industries. The efficiency of agriculture depends upon the extent to which the latest scientific advancements are applied to agriculture and the speed and skill with which farmers make use of these facilities.

The idea of organized rural youth work is not foreign to leaders in India. Many officials and leaders in our Community Development, Extension and Education Agencies are familiar with youth club work going on in other countries, such as, 4-H Clubs and future farmers of America (F.F.A.) in U.S.A., Canada and Japan, Young Farmers Clubs in England and the Folk Schools of Denmark. Students and observers of these movements know the important part they have played in the progress and improvement of agriculture and rural life in the countries where they flourished.

In India's rural development programme, much emphasis has been laid on increased agricultural production and raising the living standard of the village Communities. Efforts have been made to enlist farmers in the development programmes. Village youth and women, must also be fully brought into the field of rural development.

What is a rural youth club?

The rural youth club is:

An educational organization which teaches through individual and group projects.

A program for organized groups of boys and girls from 12-25 years of age under the guidance of Extension workers and volunteer adults of the community who are local youth club leaders.

A type of education for young people carried on largely in the home, on the farm and in the village community.

A program which emphasizes the village as a workshop where useful work projects of Agriculture and home science can be carried out with parents and youth working closely together in a common undertaking.

A means to help young people to help themselves.

A program which is planned to meet the basic needs and interests of boys and girls.

Established on the principles of democracy. It's program and activities are determined by and for the members of the local club. The members run their club, elect their own office bearers, help select their leaders, help plan and hold their own meetings. The members plan, work, and play together.

1. A rural youth club is a village unit of boys or girls actively engaged in learning some improved practices in Agriculture, Animal Husbandry, Home-Making, Community Service and rural cottage industry, by doing it with their own hands in order to enrich their own rural life for better living, and by developing leadership amongst its members. It is a non-political and non-sectarian unit.

2. Rural youth work is an integral part of agricultural extension, not merely an important side-line.

3. The youth clubs are voluntarily joined and democratically organized groups of young people working under the guidance of local volunteer leaders, trained, assisted and guided by the appropriate community project and other extension staff, such as, village level workers, field teachers, extension teachers of the Junior High Schools, other selected teachers, P.R.D. workers, etc.

4. Club members elect their own office bearers, plan and conduct their own programmes, hold regular meetings, and take part in community improvement. The adult leaders, whether official advisors named above or volunteer leaders, serve as friendly consultants to guide the individual members and the club.

5. The clubs are concerned with practical, economic activities designed to improve practices in agriculture, the home and rural development as well as cultural and recreational activities to raise the educational level and community spirit of the villages.

6. Any youth, literate or non-literate, between the age of 12 and 25 years, who with parental consent, agrees to "learn by doing" in some worthwhile activity in farming, home improvement, or community development may become a club member. The purpose and activities of the club are strictly non-secterian and non-political.

7. Each economic project is carefully planned and designed, under the guidance of adult leaders, to give club members practical on the job training in better ways of doing things to benefit themselves, their parents and the community.

What does the Rural Youth Club aim to do?

*To help train and prepare the most important crop; our young people, to grow into good useful, mature and capable citizens and leaders of tommorow.

*To give the club members an organization of their own through which they can plan, work, develop group action, solve mutual problems, learn to abide by majority rule, express themselves, and to make their own decisions.

*To teach by demonstration better practices in agriculture and home science so that family income may be raised, standards of living improved, and the satisfactions of farm and home life be increased.

*To instill in the minds of boys and girls the value and dignity of labour; that to work on the land and in the home is honorable.

*To help boys and girls realize the value of research and to apply its results in solving everyday problems in the field and in the home.

*To give boys and girls an opportunity to "learn by doing" through planned farm and home projects, and by demonstrating to others what they have learned.

*To develop in boys and girls habits of healthful living and to provide them with information and direction in the wise use of leisure time.

*To help boys and girls to gain an intelligent understanding and appreciation of nature which surrounds them.

*To help promote international good will and to encourage world understanding through sharing of experiences and cultures with youth of other lands.

*To instill in our youth the elements of sportsmanship and fair play.

*To help develop better understanding of the dignity and place of youth in the world and the contribution they can make to democracy and world peace.

Thus, club work trains the youths of today to become better farmers, better home-makers, better citizens and better leaders. Club work gives youth an opportunity to develop self-reliant programmes and an income while they are still in the process of learning. In other words, it helps them earn while they learn.

Club work is a good medium for the extension workers to develop a family approach to his programmes. By working with the farmers' sons and daughters it is easier for the extension worker to teach adults. Farmers and home-makers may become interested in the extension programmes on account of the interest of their children. Club members actually become demonstrators when carrying out their enterprises or projects.

PART II - MEMBERSHIP

Membership: Rural youth clubs are voluntary organizations.

Members: (a) A boy or girl who would like to take an active interest in learning by doing at least one project and abide by the club rules can become a member of a rural youth club.

(b) The boy or girl who wants to become a member of the club should get the approval of the parent or guardian.

Age is important in the formation of clubs. Experience has shown that usually boys and girls in the age group of 10 to 16 years and 17 to 21 years mix without trying to dominate each other. If this precaution is not taken, it may happen that the older members may dominate the younger ones and cannot promote healthy leadership.

Membership guidelines:

1. A club should have a maximum of thirty members.
2. A club should have a minimum of 10 members.
3. The members should be young and active farm youths who possess the spirit of self-help.
4. Members should be between the age of 12 and 25 years.
5. There shall be a separate club for boys and separate for girls.
6. There should be only one club per village, when the village is big the club can have branches.
7. The applicant should be interested in farm youth work.
8. Membership is voluntary.
9. The applicant must agree before acceptance into the club to carry out at least one project. He may have more than one project.
10. Club membership should be opened to all castes, creeds and economic levels.
11. Within 6 months of joining the members should prepare at least one demonstration of his choice.

PART III - PROJECTS

THE YOUTH CLUB PROJECT

Activities of the youth club work center around the project. The club is project centered. It is the first requirement of youth club membership. The project serves as an educational tool for developing desirable traits of character. Club members learn early in life the value of initiative, dignity of work, decision making, dependability, pride of workmanship, leadership, and cooperation.

The project provides:

1. training through which the club member learns to improve skills by actually doing the job.

2. personal incentive because the work is done at home. This will provide something to do for leisure time to give a feeling of accomplishment.

3. a feeling of satisfaction and pride of ownership.

4. new experiences, such things as, buying, marketing, selecting, judging, and business management are but a few examples of experiences gained.

HOW TO SELECT THE PROJECT

The Project should:

Be based on the members needs, interest and ability.

Fit the family situation.

Be suitable to the area in which the member lives.

Contribute to the welfare of the family.

Be practical in terms of cost and available time.

Be large enough to challenge the members best efforts.

KINDS OF PROJECTS

There are four major kinds of project s:

1. Economic

2. Cultural

3. Social

4. Recreational

The economic project is the base of the club's operation.

The project is the most important factor in rural youth's club work. If the right type of project is chosen taking into view local needs and conditions, it will form the most interesting activity to the club member. The Local Advisor or Club Leader will help the members in selecting the right type of projects. Before advising the members the Local Advisor should himself be acquainted with the local needs, conditions, and suitability of the project to that area. If school going youth are involved in the club, the Adult Advisor will need to see that the projects selected do not compete for study time thereby affecting the studies, or else it will have the disapproval of the parents or guardians.

The Economic Project Technique

The basic technique of the rural youth programme is "to learn by doing and to earn while learning". The members of the club undertake various individual or group projects according to their aptitude and opportunity with the constant technical guidance and help of local leaders and extension workers. They conduct farm, home and the community enterprises with an intelligent understanding of the various programmes, possibilities, problems and the possible means of overcoming them. Thus, they develop profitable and desirable habits, increase their income and standard of living create better homes and home environment through more healthful and hygienic living.

Four advantages of the project centered approach to Rural Youth Work:

1. Village youth, through economic projects, can help serve as transmitters to their parents and village leaders of new ideas and thus serve as a media for changing traditional village attitudes.

2. Youth involved in economic projects are exposed to the findings of science and technology. They begin to look to science for guidance rather than tradition.

3. The village youth while organized as a club learn village participation and cooperation.

4. Village youth experience in project centered activities will help develop intelligent and enlightened village leadership.

The essentials of a good economic project are:

1. It should provide good incentives.

2. It should be thoroughly practical and realistic.

3. The necessary technical skill or "know-how" should be locally available.

4. The necessary supplies, such as, tools, materials, literature, should be pre-arranged.

5. The collaboration of the members and others with a proper understanding and interest should be available.

The full details of the programme should be worked out step by step. If any essential element is missing, a project should not be undertaken. Nothing succeeds like success, nothing fails like failure.

Examples of individual economic projects are:

a. Fruit and vegetable cultivation
b. Food and fruit preservation
c. Poultry keeping
d. Bee-keeping
e. Silk rearing
f. Pisciculture
g. Piggery
h. Crop raising
i. Tree planting
j. Ground nut growing
k. Cotton growing
l. Sericulture
m. Apiary
n. Sheep and Goats rearing
o. Rabits rearing
p. Mat weaving
q. Calf rearing (Heifer or draught animals) etc.

In addition to the above projects girls may take such projects as:

1. Kitchen gardening for vegetable, seeds and flower production
2. Apiary
3. Sericulture
4. Calf rearing (heifers)
5. Poultry on lines suggested for boys
6. Mat weaving
7. Basket making
8. Embroidery, cutting and sewing
9. Papads making
10. Pickles making
11. Rabbits rearing etc.

<u>Group projects</u> (for boys)

1. Sericulture
2. Poultry on commercial lines, but on lines suggested for individual projects
3. Pisciculture in Promboke tanks after taking them on lease
4. Vegetables and seed production
5. Paddy cultivation
6. Sugarcane cultivation
8. Compost making etc.

Group projects (for girls)

1. Vegetable and seeds production
2. Compost making
3. Poultry on commercial lines as suggested for boys
4. Cutting, stitching and embroidery for commercial marketing
5. Mat weaving
6. Basket making
7. Pickles and Papads making for commercial marketing etc.

In addition to economic projects some clubs participate in social projects such as:

1. Participation in the construction of a school building
2. Laying a path
3. Digging a channel
4. Cleaning the surroundings
5. Participation in cultural and recreational activities.

Group project

The group project may be some common enterprise chosen by the club members as a group for which they shall not accept individual economic returns. This project will also have to be chosen taking into consideration the local needs.

Some of the simple group projects that may be thought of are (a) planting of avenue trees on road sides and taking care of them, (b) undertaking to clean and light street lamps in the villages, (c) undertaking to raise green manure and fuel trees in village promboke or waste lands, (d) undertaking to keep portions of the village roads or streets clean, (e) undertaking to plant Sesbanic seedlings in the farmers' paddy fields on road sides and near railway tracts (gaining publicity for green manures), (f) planting Glyricidia cuttings on the paddy field bunds of the farmers for popularizing the growing of green manure trees and shrubs etc. These kinds of group projects though they may be simple, will give the club members recognition of their club work and social security in a community set up and help them get closer to adults. In the Panchayat Raj the clubs and club members will become important and thereby give them more opportunities of playing their role in community functions and other development work. The club members will also get the feeling of "My Community" and "I must contribute to the development of it".

Caution in selection of Projects

While selecting the project, it would be advisable for the Adult Advisor and the club members to study: (1) If they have the parents or guardians approval, (2) The applicability of the project to the village and family situation, (3) Local demand for the produce or the possibility of finding a nearby market, (4) Availability of production supplies such as quality seeds, fertilizers, quality animals, birds, etc. needed for the project, (5) Time required by individual members for participation in the project, (The time involved in the project should not interfere with their routine work or else it will not have the approval of the parents and guardians), (6) Member's

interest in the project chosen, (7) The prospect of the project chosen to be able to help individual members acquire better skill, (8) The availability of capable Voluntary Club Leaders or Local Advisors

Developing New Projects

There are many projects which can be developed from normal village activities. Adult leaders and extension workers can develop new, useful projects to meet their needs. The following criteria should be followed in developing new projects: The project should:

1. Be educational. It must introduce a new skill, method or technique;

2. Have a defined beginning and end, such as a crop season or time;

3. Be evaluated through comparison with other similar projects.

4. Be recorded through project records.

Leaders and extension workers can develop new projects by investigating present village production practices and by seeking better alternative uses of village resources. Projects can be developed to meet such needs as;

How can the village have:

1. More and better vegetables?

   By new vegetables not now grown but cultivable and useful? Kitchen gardens? Nursery beds?

2. Better live-stock?

   By improved breeding?
   By improved care?
   By additional types of animals?
   Bee-keeping, Poultry, where feasible?

3. Three plantations?

   With more productive trees?
   Additional tree acreage?
   New types of productive trees, shrubs, bushes?

4. A handicraft and cottage industry?

   What crafts now practised?
   Is there a market for these and others?
   Are standards good?
   Are they profitable?
   What chance for expansion and improvement?
   Are necessary facilities available, who pays; for what?

5. Increased foodgrain production

   By a more efficient 'Package of Practices'
   What is the local 'Package of Practices'?
   How can it be improved?

PROJECT RECORDS

It is very important that a record is kept of the project to be undertaken. This serves as a measuring stick. Its facts and figures keep the members informed of progress, profit or loss.

It should be kept up to date and brought to each meeting so the leader can give help when needed.

Each literate member keeps a simple record of his project. By keeping these records each member gets practical training in book-keeping and can determine whether or not he is making a profit on his project. The non-literate members must be assisted by literate members in keeping their records. This will stimulate interest in education among the non-literate members. These records also furnish reliable data on which to build the future programme and a basis for recognition of worthy club membership.

Project record should contain the following information:

1. Name of the project.
2. Area/number/strength of unit.
3. Date of commencement.
4. Date of completion.
5. Yield
6. Gross income.
7. Net income.
8. New practices learned or skills acquired.
9. Project story or history.

PART IV - HOW TO ORGANIZE RURAL YOUTH CLUBS[1]

How to organize a Rural Youth Club

There are several ways to organize a Rural Youth Club. A hard, and fast rule cannot be laid in this regard. However, the steps suggested below will serve as guidelines. The organizer on the spot should judge the necessity of the particular locality and thus adjust to the existing situation to achieve the goal of organizing a successful club.

1. Acquire adequate knowledge

Study the rural community its traditions, customs, and economic background and thus acquire an adequate knowledge of the environment, which is very necessary to go ahead with the programme. Think well on the information collected in this way. Note down the points of significance.

[1]See appendix 1

2. Contact local leaders and school teachers

Contact the local leaders and the school teachers and explain to them the scope of the programme giving them as much in detail as possible the idea of how the young boys and girls will be benefitted by the activities of the clubs.

3. Contact some prominent parents

Some of the prominent persons from among the parents should then be contacted and they should be oriented with the aims and objectives of rural youth clubs to get them associated with the club activities. Also meet the Panchayat members of the village.

4. Informal contacts with the informal groups

After having got acquainted with the elderly persons, such as local leaders, school teachers and some of the prominent parents in the village, the organizer should have informal contacts with the informal groups.

5. Survey of the village

With the help of youths and adults start making a survey of the village to collect the data on the following points:

a. Total population of the village

b. Is there a youth organization in any form already present in the village?

c. How many members, or, if no club exists, how many are interested as potential members?

d. What age distribution? How many in age group 12-25?

e. How many are in school; how many non-school?
How many literate; how many non-literate?

f. What are the characteristics of the village?

i) The quality of land.
ii) The standard crops.
iii) Quality and type of livestock.
iv) General tone of life.
v) Attitude and response of cultivators.

g. Labour supply: Are youth fully employed at early age; under-employed, unemployed, how much leisure? How use?

h. How will youth clubs fit in for the general village development scheme?

i. Is there a meeting place?

j. Does village have any improvement works?

Sanitation? Dispensary? Tube-wells and covered cement or brick wells? Shramdan work? Community Centre? Others?

k. Is there interest in agricultural improvement? How better practices have been introduced? Which?

l. Is there a co-operative? What kind?

m. Is there any work for women's improvement?

The above and similar questions all have a bearing on how, when, and for what purposes youth clubs can perform useful function.

6. Organize the Club

The first general meeting should be organized with the help of all these interested youth and adult who have been contacted by now. The agenda of the meeting should be framed in consultation with all these persons who are rendering their help for the purpose, for example the B.D.O., the Extension staff, the local leaders, school teachers and the parents. The items of the agenda should be clearly outlined.

In our country, it is convenient that separate youth clubs are organized for the girls.

Safeguards

a. The organizors should not make haste to organize a club overnight.

b. Develop a requisite faith in the club programme and try to impart the same to the members of the club.

c. Try to seek solution to the problems from the headquarters.

d. Do not forget to develop a "we feeling" among the club members.

The success of rural youth organizations, depends in the final analysis upon local leadership. It is manifestly impossible to have a village level worker, much less an official youth work specialist, in every village. Nor would it be desirable, since one of the chief aims is to develop the people and popular leaders in the villages. The enduring success and worth of the entire programme depends upon the continuous interest and response of the people under enlightened local volunteer leadership.

The number of preliminary meetings to be organized will depend upon the receptivity of the village. At the final organizational meeting club members will:

a. Elect officers - a minimum of

i) President
ii) Vice-President Project Chairman
iii) Secretary, Treasurer.

b. Select local adult counsellors. It is recommended that project advisors be selected to assist the adult counsellor.

c. Plan the club program.

d. Select projects and explain project records.

7. Guide the leaders

After the youth leaders have been selected genuine and timely guidance is necessary for them. The organizor should see that the club leaders are by themselves capable of guiding the other members of the club.

Thus once the club is set working in full functioning order.

PART V - THE ADULT COUNSELLOR OR LEADER

The key to success of a rural youth program is the voluntary adult leader, counsellor or advisor. The village level workers and block officials come and go but the local leader tend to remain to give the essential continuity to the rural youth club.

Definition

By local volunteer youth leader is meant a villager who by reason of character, intelligence and qualities of leadership, is selected to advise and guide rural youth clubs on planning and carrying out individual members and group activities.

Local Adult Counsellors

Great care must be taken in the selection of adult counsellors. The volunteer leader is not an official employee and he cannot be officially discharged. Mistaken judgement is hard to revoke. Bad selection can have bad results.

Involvement in the factional differences and disputes of the village will generally disqualify a man for effective youth club leadership. Whatever other qualifications he may possess, factional leadership will not serve the best interests of the youth club. Clubs are not intended to serve special interests, neither of the leader nor of faction group. In selection all taint for favouritism should be avoided, except to favour the best man for the job.

Since it is essential that the volunteer youth leader be acceptable to the club members, they should have a voice in his selection. They themselves vote for their own leader.

Method of selection

Leaders may be selected in different ways, viz.,

1. Clubs may select or elect.
2. Adult organization may designate.
3. Parents may suggest.
4. Extension agents may recommend.
5. Volunteer to lead.

Perhaps a combination of two or more of these will prove to be the best method.

Qualities

1. The good local volunteer youth leader is a promising or outstanding man of the community, sufficiently interested in young people to give freely of his time and energy toward their development into good cultivators and citizens.

2. He should preferably be an active successful cultivator, though the village school master might well serve as one of the volunteer youth leaders, particularly in cultural and recreational activities. A village craftsman might assist on handicrafts and trades.

3. He should be receptive to new ideas, willing and able to learn.

4. He should be interested in working with young people, as individuals and in groups. In doing this, he should be able to transcend caste, class and factional differences, and gain cooperation from all members for their mutual advantage.

5. He should be sufficiently literate to read elementary manuals and simple instructions.

Development and Training of Local Volunteer Leaders

Qualities desired in volunteer youth leaders should, wherever found in the villages, be exposed to the duties of youth leadership under guidance of competent staff members, officials, and teachers. That is the first essential step in their training. Local volunteer youth leaders too must "learn by doing". If they have the making of leaders in them, they will respond to the challenge.

In general, each youth club should have more than one local volunteer leader, particularly if the club has a large membership with divergent interests. One individual should be designated as the club leader to lead the club's general activities. Other leaders should be designated as project leaders. One project leader might, because of his primary interest and skill, specialize on plant cultivation, another on livestock. Thus one would be the Vegetable Project Leader, another the Group Poultry Project Leader and still another the Livestock Project Leader. This procedure avoids over-loading any one person and affords a way for recognizing special talents.

Duties of the Local Volunteer Youth Leader

In order to better prepare him for the work he voluntarily undertakes to do for the youth of his village, the broader duties of the local Volunteer Youth Leader are described as follows:

1. He should study thoroughly to understand the aims and objectives of rural youth club work, how to organize a club and how meetings are democratically conducted by the members.

2. He should learn how to initiate individual and group projects and how to conduct demonstrations for the guidance of members in their project work.

3. He attends the regular club meetings as an observer and advisor, encouraging democratic procedure, record keeping, leadership and self-expression in club members.

4. He maintains established liaison with appropriate community development staff members, school teacher and agricultural extension workers for expert counsel and assistance and to make his needs known. He is the local contact for such staff members and officials and they should never forget that he is doing their work for them voluntarily.

5. He keeps his fellow villagers, especially parents of members, informed of youth club activities, explaining the purpose of club work and reporting results. He maintains friendly relationship with other village leaders, the Panchayat Secretary and members of the Panchayat in order to gain their cooperation whenever required.

6. He assists individual members in the selection of project taking into consideration all the factors involved in the usefulness and practicability of the undertaking. This requires knowledge of the youth; his background, interests and present, as well as, potential capabilities. It requires also the consent and cooperation of the youth's parents.

7. He advises the club on group projects and on cultural, social and recreational activities. His purpose should be to integrate the club and its activities into the life of the community never missing an opportunity to make the youth as a group constructively useful.

8. He assists the club in recruiting new members and in initiating them into club work. He will consider all youth who are now or who will become of eligible age as potential members. The club is not exclusive. The club stands ready to share its work and ideals with all youth. This includes the Harijan boys who generally have the special problems of the less privileged and landless Special attention will be required on suitable project work for these boys so that they too will have opportunity to develop into productive citizens.

9. As a member of the Youth Advisory Committee, he will with other local volunteer youth leaders, advise and assist in the planning and sponsorship of joint club activities such as inter-village competition meetings, contests, fairs, demonstrations, and sight-seeing tours.

PART VI - YOUTH ADVISORY COMMITTEES

After the intitial organization phase has progressed to the point where general understanding and a degree of sympathetic cooperation and friendly working relationships have been established, a Youth Advisory Committee for each two or more (limited to six) village youth clubs should be formed. This Advisory Committee, to serve as a sub-committee to the Project Advisory Committee, will be made up of:

1. The local volunteer leaders.

2. At least one member of each youth club.

3. The members of the Project Advisory Committee residing in or representing the area.

4. The Extension Teachers and Principals of the Junior and Higher Secondary Schools in the area.

5. VLWs and/or other youth leader and other interested persons, not exceeding five, to be co-opted by the Committee.

The Youth Advisory Committee will meet at least once each quarter to review club work results and to advise on plans and programmes for the ensuring months. The Committee will elect its own officers from those eligible to membership. A major function of the Committee will be to encourage and sponsor joint club activities, such as inter village competition, meetings, contests, fairs, demonstrations of achievements, tours and camps.

PART VII - THE RURAL YOUTH CLUB MEETING

Club Symbols

Club symbols are an important part of the youth club meeting. There are no national rural youth symbols. Some States have unofficial symbols. The rural youth club may want to acquire the following:

1. Motto
2. Emblem
3. Colours
4. Pledge
5. Creed
6. Slogan
7. Formal ceremonies
    a. Opening ceremony
    b. closing ceremony
    c. initiation ceremony
    d. achievement ceremony.

THE YOUTH CLUB MEETING

The secret of success of the rural youth club lies in well-planned balanced club meetings. The leaders, officers and members are largely responsible for good meetings. Meetings are held to give an opportunity to:

*Meet with friends
*Get project instruction
*Gain leadership experience
*Enjoy recreational activities
*Work together on group activities
*Develop a feeling of pride and confidence
*Exchange ideas
*Speak in public
*Participate in the democratic operation of the club
*Have new experiences
*Associate with other boys and girls
*Learn to "give" as well as to "receive"
*Develop initiative.

MAKING THE MEETING INTERESTING

Pointers for good club meetings:

1. Officers should check details of the program with the leaders well in advance of the meeting.

2. The club should meet regularly. Set certain days of each month. Plan to meet at least twice a month during the year, more often if desirable.

3. The meeting place should be accessible and comfortable.

4. The common rules of parliamentary procedure for meetings should be used.

5. All members should participate in the clubs discussion.

6. Start and end meetings as scheduled. If hours are definite and observed everyone can appreciate the value of time and much more can be accomplished.

CONDUCT OF MEETINGS

A well balanced rural youth meeting has several parts:

1. Opening ceremoney - call to order

   a. Unfurling of the "National Flag" by the President.
   b. Singing of National Anthem.
   c. Unfurling of club flag.
   d. Pledge in union.

2. Business

   a. Roll call
   b. Introduction of visitors or delegates.
   c. Honors, if any.
   d. Reading of last meeting minutes and corrections, ifany, and approval.
   e. Treasurer's report.
   f. Report from Committees.
   g. Delegates report.
   h. Unfinished business from last meeting.
   i. New business

3. Program - The president should take the meeting over to the Program Chairman to present the program.

This is the educational part of the meeting. Economic, cultural and social projects are the core around which the instruction is given. Instruction should be designed to help the members to learn. It is the teaching phase of the meeting. Instruction should include project instruction, record keeping, how to give good demonstration, how to judge, visits to projects, achievement stories, progress reports of activities, identification of plants, insects, seeds, etc. The program may include a speech from a special guest, songs, dances, drama etc.

4. Recreation - Although it is not essential, the club may desire to have recreation as a part of the rural youth club meeting.

Recreation: Plan activities that are of interest to all club members. Some fun at the close of each meeting helps to bring out a good attendance at the next meeting. Avoid having a very long recreation. Stop while everybody is still having a good time.

PART VIII - DUTIES OF THE OFFICERS

Officers and committee members need to know what their responsibilities are and how to carry them out. The following are some of the main duties of Youth Club Officers:

THE PRESIDENT

1. Checks on arrangements for meetings in advance.
2. Is familiar with rules of order and decides points of order fairly.
3. Calls extra meetings when needed.
4. Appoints a committee when necessary.
5. Keeps in close touch with local leaders and parents.
6. Is always an example for the entire club of cooperation, courtesy, enthusiasm, loyalty and punctuality.
7. Is familiar with duties of other officers.
8. Helps to make the Club's annual report for the block and district officers.
9. Helps the youth club to participate in youth rallies.

THE VICE PRESIDENT

1. Learns the duties of the president and performs the duties in the absence of the president.
2. Serves as chairman of the program committee.
3. Meets with the program committee, adult and junior leaders at the beginning of the club year. Helps follow through with the activities included in club meetings throughout the year.
4. Helps to plan special programmes.
5. Before each meeting, as chairman of the program committee he should work with the president and local leader to see that detailed plans for the meeting have been made and are actually carried out.

THE SECRETARY

1. Keeps accurate minutes of all meetings in the Secretary's record book, including business, instruction and recreation of all meetings.
2. Takes the roll and keeps attendance record.
3. Reads minutes of club meeting.
4. Handles all correspondence.
5. Brings secretary's record book to all meetings and is prepared to read any part of the record when requested.

6. Sends notices of meetings to speakers, if any.

7. Assists leader in getting record books at the end of the club year.

8. Receives and distributes literature and supplies from the leader, VLW or Block Officers.

9. Keeps a file of correspondence, committee reports, program, etc.

How to write the Youth Club minutes

The Secretary must write the minutes of each meeting. Minutes are the record of what a club does at its meetings. Minutes of the rural youth club should include the following:

*Kind of meeting, regular or special
*Date and place of meeting
*Name of Club
*Number of members present and names of special guests
*Reply to roll call
*Statement as to whether the minutes of previous meeting were read and approved
*A record of all business carried on, including motions made and statement on whether motion was carried or lost.
*Records of committees appointed and committee reports.
*Names of persons taking part in the program
*Record of demonstration presented; project work done, special features on the program and recreation planned
*Time and place of next meeting. List of topics assigned for the next meeting
*Time meeting adjourned.

THE TREASURER

1. Collects and keeps a record of all money received.

2. Is responsible for all money received by the club.

3. Pays all bills, gets receipts, and keeps an accurate record in the club treasurer's book of all money received and its source, and all money paid out; to whom and for what purpose.

4. Makes a financial report at each meeting.

5. Pays out money only when voted by the club and approved by the local leader.

6. Performs any other duties assigned or directed by the President.

THE RECREATION LEADER

Youth club work is both work and play. This is the reason boys and girls are attracted to it. Recreation program provides the ideal situation for leadership development. Recreational activities help maintain member interest and add variety to the program.

1. Plans and directs all play and games for club meetings.

2. Has charge of yells, stunts, and cheers.

3. Includes various types of games such as mixers, quiet and active games, relays and others.

4. Looks after and provides for the recreation and fun for regular meetings and all other meetings of the club.

Music is an important part of the rural youth meeting. It makes the program lively, the members feel at ease and it gives everyone a chance to participate.

PARLIAMENTARY PROCEDURE

It is essential that all meetings be carried on in a business-like way. Parliamentary law is necessary.

1. To prevent the majority from exercising undue authority over the minority.

2. To assist in dispatching business - not to hinder or prevent.

3. To insure democratic action a club which uses parliamentary law is democratic, one which is not apt to be ruled by a single member or at least by a minority.

Principles of parliamentary law:

1. Justice to all
2. Courtesy to all
3. One thing at a time
4. The rule of the majority
5. The right of the minority

The following are some suggestions on the rules of parliamentary practices for Rural Youth Club meetings:

1. Address the President and be recognized before speaking.

2. Do not speak or talk without the permission of the President.

3. Rise to speak.

4. If two members rise at the same time only the member the President recognizes should speak. The other member should sit down immediately.

5. Do not speak to another member unless you have the floor.

6. Bring all proposals in the form of a motion.

7. If a motion is moved, another member must second the motion or the motion dies for the want of a second. It takes two people to make a motion.

8. A motion may be amended by:

   a. Adding word
   b. Striking out words
   c. Striking out and adding
   d. By substituting a different motion, but on the same subject
   e. By dividing the motion into two or more motions.

9. Amendments must be voted on first. Then, if carried, the original motion is amended. If the amendment is defeated the original motion is voted on without the amendment. If the amendment is carried, a vote is taken on the motion as amended. If passed, the motion becomes a law of the club. If the vote does not pass the motion as amended, then the original motion is voted on.

   This may sound complicated, but it is easy when you treat the amendment as a separate motion to be voted on first. If passed, the original motion will read as amended. If the amendment does not pass, the club acts on the original motion as it was in the beginning.

10. A motion may be laid on the table by a majority vote to be discussed at the next meeting.

11. If the President wishes to join the discussion, he should first hand over the chair to the Vice-President and take his seat in the audience as a member, get permission to speak from the presiding officer (now the vice president) and then speak. He will remain in the audience until the business is complete (voted on) and then resumes his Presidency.

12. All business is voted on by the club members.

13. Results of voting are always announced by the President and made part of the club record (in minutes of meeting).

14. If a member has a doubt as to the outcome of a vote, he can always request the President for a recount even by another method of voting.

15. Only active members are entitled to make motions, to vote or to hold office.

16. There are five ways of voting:

    a. By accalmation or by voice. The president says "All in favour of the motion say, "Yes", all opposed, "No".

    b. By standing or by raising of hand.

    c. By secret ballot - by distributing slips of paper and allowing each member to write yes or no, or a name on the ballot.

    d. By calling roll and having each member answer, "Yes" or "No".

    e. There is a fifth method of voting sometimes used known as the "Honor" method. Members vote by raising right hand. All members close their eyes and keep them closed until the vote is counted.

Secret balloting permits the fairest expression of opinion and it is best where opinion differs widely.

PART IX - RELATIONSHIPS

Relationship with parents

Parents must be informed as to the youth club activities. To encourage parents to cooperate in rural youth club work:

1. Have special events for parents. This gives them a feeling that they are important.

2. Invite them to club meetings and special events. This will give them a chance to see members in action.

3. Hold public or community events to which parents are invited.

4. Arrange the program to include parent participation at some of the regular club meetings.

5. Make the youth club a topic of conversation at home.

6. Continue to ask parents for advice in areas where you feel they can be of help.

The Community

Democratic decentralization has brought in the village panchayat, the village school and the service cooperatives as the basic institutions (in promoting the all aided development) of the village community. There should be a close relationship between these basic institutions and the youth club for their mutual benefits.

Panchayats

The panchayat is the most important basic institution. It is the organization of administration, instrument of community efforts and primary unit of National Planning. It represents all sections of the community and enjoys the authority of the State. It is charged with food production, family welfare, development of rural industries, village education, health and sanitation. Some of the best rural youth clubs are approved by the panchayat of the village. They can lend a helping hand for economic projects. They can allow the use of common buildings and facilities. They can also train the rural youth club members in panchayat functions, celebrations and ceremonies. The youth members may give the guard of honour to the special invitees and many distinguished visitors. The panchayat president may introduce the champions in various projects in the club to the distinguished visitors.

Cooperatives

Cooperatives are the organizations of the village community responsible for the economic growth. They have greater responsibilities than the panchayats in rendering technical help in all spheres and in organizing rural industries. Though not strictly as representative of the panchayat, they are more broadbased and attend to the special needs and interest of different groups. Cooperatives alone can tackle some of the important problems affecting agricultural production. They are the financiers of all production programmes at village level. As a member of cooperatives individuals get facilities for soil conservation, irrigation and for all other agricultural operations.

Cooperatives may offer economic financial assistance to individual and group projects of youth clubs. They may also help the clubs to market their produce.

The youth clubs in turn can contribute to the cooperatives. They can assist the cooperatives in the admission of more members, in persuading the rural folk to use cooperatives. They can propogate the spirit of self-help, mutual help and thrift among the villagers.

Schools

The village school can be of immense help to the youth clubs. The school teacher can work wonders by being a youth leader and advisor. The school can be used as the forum for project activities of the club. The school can also render necessary assistance to the club in conducting sports, games, rallies, and other competitions. Help may be given to form study circles and to conduct training, giving talks and discussions.

The basic institutions and the rural youth clubs can work mutually well. There is no need that they should run parallel and duplicate efforts or create confusion.

PART X - EVALUATING THE RURAL YOUTH CLUB

Some points for evaluating individual and club work

While judging or evaluating the work of the individual club members and the club as a whole, the following suggestions may be of some help.

For individual club members work

1. Technical knowledge and skill attained in the project.
2. Quality of records keeping.
3. Time taken to complete the project.
4. Participation in club meeting and other club programmes.
5. Net profit earned through the project.

For club work

1. Members' participation in project work.
2. Attendance at club meetings and other club programmes.
3. Leadership qualities developed amongst the club members.
4. Relationship with the Community and Panchayat.
5. Completeness of local needs in the selection of projects.
6. Number of members engaged in club work.
7. Club influence on village youths or percentage of the village youths in club work.
8. Completeness of group project undertaken by the club.

What are the essential elements of a successful club?

Experience in India indicates there are four main elements of a successful club. They are:

1. Economic project centered club with interesting year round programmes.
2. Good adult counsellors.
3. Consistent and systematic training.
4. Good relationship with local institutions.

General criteria of successful projects

The projects which are most successful are:

1. Based on the interests, needs and resources of the members.
2. Designed to develop the members and sustain their interest.
3. Able to draw the support of parents and the approval of the community.
4. Approval related to productive enterprises.
5. Thoroughly practical and realistic to the situation.
6. Return a profit.
7. Simple and capable of withstanding rough handling.
8. Able to provide an adequate opportunity to learn and practice.
9. Those involve the change or knowledge, skill and attitude.
10. Those which utilize the spare time of the members.

PART XI - INCENTIVES

Any human personality whether it be youths or adults needs recognition. This recognition offered will sustain interest in the work of programmes. Likowise to create real interest in club work, the youths and the adult advisors or club leaders need some incentive. Incentives need not always be in the form of money and prize alone. Creating the feeling of "I am recognized" at the community level, "I must try to get recognition at higher levels" will have to be the first and foremost incentive to be offered to the club members and the adult advisor. In other words they have to be honoured for the good work done, first at the community level, which will of course give them ambition to work hard for being honoured at higher levels. This honouring can be done in many ways.

1. Invite these people to community functions, block functions, etc. and mention about the good work they have done.

2. Give them an opportunity to deliver a talk on how they were able to achieve good results, in functions organized for promotion of Agriculture and Animal Husbandry.

3. Introduce them to all visiting officials and mention about their achievements.

Some of the other incentives that may be offered are:

1. A club badge and a white banian with inscription for every club member which will give members a feeling of belonging to their organization.

2. Certificates of merit to all club members who have attained certain proficiency and skill in their project.

3. Recognition to the best young farmer or young home maker of the club.

4. Prizes and trophies to the best best club at (a) Block, (b) District, and (c) State levels.

5. Arrange District and State level rallies for Y.F. and Y.H. club members who have attained certain standards in their projects.

6. Arrange competitions in these rallies on technical skill, such as ploughing, sowing, weeding, digging, handling of cows, bullocks, poultry birds, etc. for boys and cutting, sewing, weeding, food preparation for girls.

7. Pictures of such rallies and prize wining young farmers and young home makers may be published in Agricultural and Community journals.

If our objective is only to mobilize Rural Youth for utilization in a village voluntary force for Community Services as road building, tank silt-clearance, channel silt-clearance etc., the youths soon lose all interest.

A good rural youth programme aims at providing rural youth a sound programme which enables the youths to produce more food and fibre and also to improve their homes which would ultimately result in raising the living standards of the individuals and the community. Rural youth programs should aim at developing healthy leadership in the youths and at the same time utilizing their creative abilities to prepare them for a changing society.

APPENDIX I

STEP BY STEP PROCEDURE OF ORGANIZING A YOUNG FARMERS' CLUB

By

Sri P. Hanumappa

"The techniques and methods enumerated below are based on the experiences gained while starting 10 Pilot Young Farmers' Clubs around Gramsevaks' Training Centre, Mandya. The steps can be adopted with suitable alterations if required according to the local conditions."

FIRST STEP:

Contacting informal Groups: This is a group contact with informal groups, such as Drama, Kolata, Kavali, Bhajana, Yakshagana etc.

WHY THIS STEP?

1. Necessary to recognize the group already there in the village.
2. Working with what they have is effective and easy.
3. Inspired and determined local groups can contribute much in strengthening the club.
4. Have deepest descipline in responding to the needs of others.
5. Group efforts are more effective than individual efforts.

WHAT TO DO?

1. Contact them informally when they are in their own programme of activities.
2. Talk to them first about their present activities and relate how those could be adjusted with the club activities.
3. While discussing, find out the active youth members and the leaders who are capable of influencing the youths in the village.

Contact should be friendly and informal.

LIMITATIONS:

1. All the villages do not have informal groups.
2. Factions in the village might hinder the effective working of this step.
3. Traditional leaders, who are not functional may come in the way.

SECOND STEP:

Informal contact with individual youths and their leaders:

This is an individual and informal contact with active youth members and youth leaders.

WHY THIS STEP?

1. Helps in contacting individual youths and leaders.
2. Helps in putting accross the ideas, objectives and activities of the Youth Club.
3. Helps in knowing their reactions.
4. Individual contacts are effective in convincing.
5. Helps in locating the better youth leaders.
6. Helps in stimulating the interest of the youths and leaders.

WHAT TO DO?

1. Contact the youth members and leaders when they are at work preferably in their fields.
2. While discussing, try them to understand the need of a youth club in the village.
3. Allow them to talk most and speak when they are willing to hear.
4. Inform them the objectives, advantages, of the youth club in the village
5. Help them to talk to themselves when they meet in informal groups.

LIMITATIONS:

1. All the youth members in the village cannot be reached.
2. Concentrated visits on certain individuals might prejudice the other youths.

THIRD STEP:

Informal contact with parents and adult leaders:

This is an individual and informal contact with the parents of the youths and also the adult leaders.

WHY THIS STEP?

1. Helps to gain their sympathies and support towards the club work.
2. Helps to know their reaction towards this new organization.
3. Helps to recognize the potential and functional leaders.
4. Helps to educate them, the aims, objectives and scope of youth clubs.
5. Approach through adult leadership is also effective.
6. Helps in raising the prestige of the parents and adult leaders.
7. Paternal support is essential to the successful working of the project work.

WHAT TO DO?

1. Contact certain parents and adult leaders when they are at work or at home.
2. Contact must be friendly and informal.
3. Convey the aims, objectives and also advantages of the clubs.
4. While discussing, help them to recognize the need of the youth club in the village.

5. Elicit their opinions as to how these youths could be mobilised for constructive purposes.
6. Acquaint them with the activities done by the neighbouring clubs, if any nearby.

LIMITATIONS:

1. Cannot reach all the parents and leaders.
2. Functional adult leaders are limited.
3. Local leadership might use their prestige for their personal gain.

FOURTH STEP:

General meeting in the village:

This is a general meeting of all sections of the people in the village. This is a general meeting of youths, parents, leaders, women and children in the village.

WHY THIS STEP:

1. Helps in reaching the largest number of people.
2. Helps in acquainting the villagers the necessity of a youth club.
3. Helps in knowing the reactions of the people towards the formation of a youth club.
4. Helps in getting a community support to the club.
5. Helps in announcing the date for conducting the next step - the general survey.

WHAT TO DO?

The meeting needs planning as well as preparation.

1. Discuss with the local leaders and youths and also supervisory personnel of the block and fix up a date well in advance.
2. Consult the local leaders and draw up a tentative programme.
3. Advertise the meeting well in advance.
4. Secure the assistance of the block personnel, preferably the Block Development Officer, Social Education Organizer for speaking.
5. Meeting may be convened at suitable place in the village preferably in the night.
6. Choose the meeting data during seasons of light farm work.
7. Associate local leaders and members of the Panchayats to preside over the meeting.
8. Ensure participation of all sections of the people.
9. Arrange a film show related to youth work or recreational programme such as Kolata, Kavali etc., before introducing the subject to the whole audience.
10. Introduce the subjects of the formation aims, objectives, and activities through the block personnel in the middle of the film show or recreational programmes.

11. Take advantage of the group psychology and employ appeals to arouse interest and stimulate action.
12. Hand out relevant folders or pamphlets at the time of break off.
13. Annouce the date of conducting the general survey of the youths in the village.

FIFTH STEP:

Conducting general survey of the youths:

This is for conducting the general survey of the potentiality of the youths between the ages of 10 to 25.

WHY THIS STEP?

1. Helps to find out the exact number of youths (between the ages required) in the village.
2. Helps in individual contacts of all the youths in the village.
3. Helps in getting the basic data for developing youth programmes.
4. Helps in understanding the number of youths willing to join the club.

WHAT TO DO?

1. Obtain proforma (appendix) and start filling up the column by visiting house to house.
2. Meeting the youth before writing is essential.
3. Ascertain the willingness of the youth to join the club.
4. Every column in the proforma must be filled up appropriately.
5. The other things such as Credit Cooperatives, Stores, Schools, Community Centres etc., are also to be ascertained in addition to the proforma.

LIMITATIONS:

1. Consumes a lot of time.
2. Difficult to do in bigger villages and also in scattered houses areas such as Maland, hilly areas etc.
3. The houses are to be visited often and again when the youths are not in their houses.
4. Exhausts the persons who conduct the survey due to repetition of its objectives, purpose activities etc.

SIXTH STEP:

Analysis and interpretation of the general survey:

This is a step for analysing the basic data collected and interpret the same for further work.

WHY THIS STEP?

1. Helps in knowing the number of youths willing to join the club against the actual strength of youths in the village.
2. Helps in knowing the types of individual and group projects desired by the members.
3. Helps in working out percentage in all aspects.
4. Helps in enrolling the potential members of the club through an admission form.
5. Helps in selecting their individual project.
6. Helps in knowing the exact number of members finally agreed to join the club.
7. Helps in ascertaining the willingness of their parents for admission of their children to the club.

WHAT TO DO?

1. Evolve a suitable proforma as admission form.
2. Enroll the members in the admission form with 0-25 np as admission fee or so.
3. The willingness of the parent to admit his son/daughter must be obtained.
4. The details regarding the other things found in the proforma is to be is to be carefully filled up.

LIMITATION:

1. Parents do not easily sign the admission forms.

SEVENTH STEP:

First general body meeting of youth club members:

This is the first general body meeting of the potential of youths who have agreed to enroll themselves as members and whose parents gave consent for their enrollment.

WHY THIS STEP?

1. Helps in forming the members in the democratic procedure conducting the elections, business etc.
2. Helps in the adoptability of the constitution democratically.
3. Helps in the election of office bearers for the current year.
4. Helps in planning a modest first year programme for the club.
5. Helps in selection or election of leaders.

WHAT TO DO?

1. Announce the general body meeting, date, place, and time a week in advance.
2. Make one of the elder leaders of the village or the B.D.O. or some important person to preside over the general body.
3. Arrange one of the youth member to welcome the guests and members.
4. Make one to explain the purposes of the programme and procedure of conducting the general body.
5. Make every member to stand up and introduce himself and also his individual projects for the current year.
6. Adoption of the constitution - constitution copy to be read thrice and adopted with modifications, if necessary. The constitution copy may be obtained from the B.D.O., Y.F.A. or Agricultural Department well in advance.
7. Selection or election of the leaders.
8. Election of office bearers.
9. Selection of group projects for the current year.
10. Plan the important programmes for the current year such as observance of local village festivals, national festivals and days.
11. Make the elected Secretary to give Vote of Thanks.
12. Meet and say Namasthe to as many as possible just before they depart.

LIMITATIONS:

1. Premature elections might create rivalries.
2. Effective youth leader is not always available.

APPENDIX II

SAMPLE PROJECT GUIDE TO RURAL YOUTH CLUBS

I Vegetables	II Fruits	III Crops	IV Animal Husbandry	V Plant Protection	VI Mahila Mandal
1. Tomato	Ber	Sessamum	Poultry	Control of Aphids	Soft toys
2. Brinjal	Banana	Soyabean		Jassid control	Ragi Porridge
3. Cauliflower	Apple	Maize	Fish	Use of D.D.T.	Ragi balls
4. Peas	Papaya	Ragi	Bee-keeping	Úse of B.H.C.	Vegetable roti
5. Lady's Finger	Jack Fruit	Tobacco		Use of Endrin	Preparation of liquid milk
6. Garlic	Aonla	Arhar		Use of Basudin	Preparation of groundnut milk
7. Drum sticks		Wheat			Choice & method of vegetable preparation. Use of green leafy vegetables
8. -		Paddy			
9. -		Hybrid Bajra			
10. -		Lucern			Puppet making
11. -		Berseem			Construction of children garments
12. -		Napur			
13. -		Seed multiplication			Carpet weaving